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**VILLAGE OF ROBELINE, LOUISIANA**

**Annual Financial Statements**

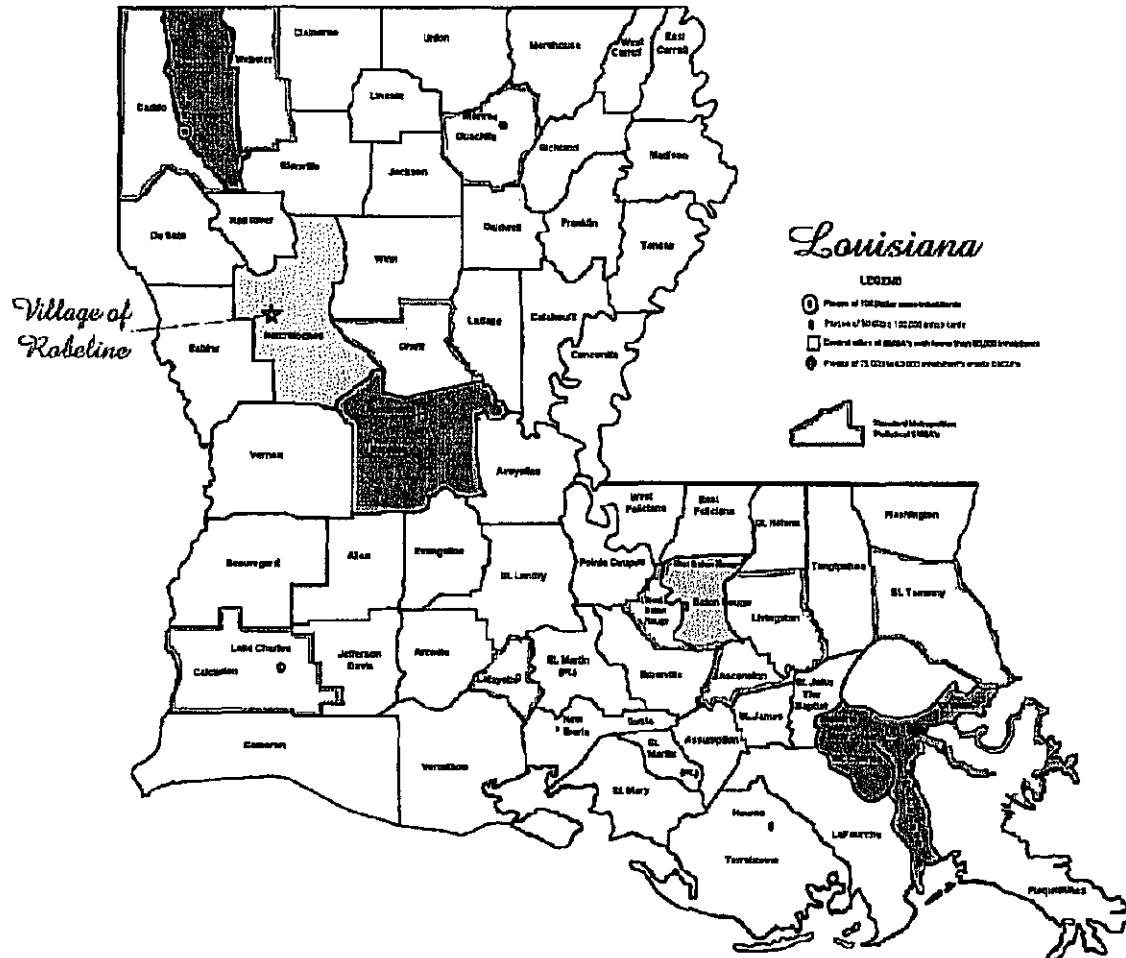
**JUNE 30, 2008**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date

2/4/09

# VILLAGE OF ROBELINE, LOUISIANA



\* The Village of Robeline was incorporated under the Lawrason Act and operates under and elected Mayor-Board of Alderman form of government. The Village's major operations include public safety, streets, sanitation, recreation and parks, and general administrative services.

**Village of Robeline, Louisiana**  
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**June 30, 2008**

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**INDEPENDENT ACCOUNTANT'S REPORT**

The Honorable Tommy O'Con, Mayor  
& Members of the Board  
Robeline, Louisiana

We have reviewed the accompanying basic financial statements of the governmental activities and the business-type activities of the Village of Robeline as of and for the year ended June 30, 2008, which collectively comprise the Village's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Village of Robeline's management.

Our review was conducted in accordance with *Statements on Standards for Accounting and Review Services* issued by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards* issued by the Comptroller General of the United States of America. A review consists principally of inquiries of Village personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with generally accepted accounting principles.

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, we have issued a report, dated November 24, 2008, on the results of our agreed-upon procedures.

The management's discussion and analysis and budgetary comparison information is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. Such information has not been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, but was compiled from information that is the representation of management, without audit or review. Accordingly, we do not express an opinion or any other form of assurance on the supplementary information.

*John R. Vercher PC*

Jena, Louisiana  
November 24, 2008

MEMBER  
—AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS—  
SOCIETY OF LOUISIANA CERTIFIED PUBLIC ACCOUNTANTS

# Village of Robeline

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## MANAGEMENTS DISCUSSION AND ANALYSIS

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As management of the Village, we offer readers of the Village of Robeline's financial statements this narrative overview and analysis of the financial activities of the Village for the fiscal year ended June 30, 2008. We encourage readers to consider the information presented here in conjunction with the Village's financial statements.

The Management's Discussion and Analysis (MD&A) is an element of the new reporting model adopted by the Governmental Accounting Standards Board (GASB) in their Statement No. 34 Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments issued June 1999. Certain comparative information between the current year and the prior year is required to be presented in the MD&A.

### FINANCIAL HIGHLIGHTS

#### *Governmental Funds*

- The assets of the Village exceeded its liabilities at the close of the most recent fiscal year by \$60,830 (*net assets*). This is a \$9,257 decrease from last year.
- The Village had total revenue of \$409,036, in which \$353,116 came from fines and forfeitures. This is a \$16,926 decrease from last year's revenues, mainly due to a decrease in grant monies in the amount of \$8,908 and a decrease in Fees & Charges in the amount of \$7,217.
- The Village had total expenditures of \$413,922, which is a \$47,726 decrease from last year, mainly due to a decrease in capital outlay in the amount of \$53,665.

#### *Enterprise Funds*

- The assets of the Village exceeded its liabilities at the close of the most recent fiscal year by \$633,392 (*net assets*). This is a \$5,449 decrease from last year.
- The Village had total revenue of \$25,975. This is a \$9,920 increase from last year, mainly due to an increase in grant monies received in the amount of \$6,277.
- The Village had total expenses of \$33,069. This is a \$5,785 increase from last year, mainly due to an increase in costs of sales & services in the amount of \$5,445.

See accountant's report.

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## MD&A

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### OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Village's basic financial statements. The Village's basic financial statements consist of two components: 1) fund financial statements, and 2) notes to the basic financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves. The Village is a special-purpose entity engaged only in governmental activities. Accordingly, only fund financial statements are presented as the basic financial statements.

### FUND FINANCIAL STATEMENTS

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

### USING THIS ANNUAL REPORT

The Village's annual report consists of financial statements that show information about the Village's funds, enterprise funds and governmental funds.

Our accountant has provided assurance in his independent accountant's report, located immediately following this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. Varying degrees of assurance are being provided by the accountant regarding the other information included in this report. A user of this report should read the independent accountant's report carefully to ascertain the level of assurance being provided for each of the other parts of this report.

### Reporting the Village's Most Significant Funds

The Village's financial statements provide detailed information about the most significant funds. The Village may establish other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using grants and other money. The Village's enterprise fund uses the following accounting approach:

All of the Village's services are reported in an enterprise fund. They are reported using the full accrual method of accounting in which all assets and all liabilities associated with the operation of these funds are included on the balance sheet. The focus of proprietary funds is on income measurement, which, together with the maintenance of equity, is an important financial indication.

See accountant's report.

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## MD&A

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### Comparative Statement of Net Assets Governmental Funds

The following table represents a condensed Comparative Statement of Net Assets as of June 30, 2008:

	<u>2007</u>	<u>2008</u>	<u>% Change</u>
<b>Assets</b>			
Cash & Cash Equivalents	\$ 4,811	\$ 548	-88.6%
Receivables (Net)	3,247	2,407	-25.9%
Capital Assets, Net of Accumulated Depreciation	128,141	111,089	-13.3%
<b>Total Assets</b>	<u>136,199</u>	<u>114,044</u>	-16.3%
<b>Liabilities &amp; Net Assets</b>			
Accounts, Salaries, & Other Payables	9,283	13,472	45.1%
Notes Payable	56,829	39,742	-30.1%
<b>Total Liabilities</b>	<u>66,112</u>	<u>53,214</u>	-19.5%
<b>Net Assets</b>			
Invested in Capital Assets, Net of Related Debt	71,312	71,347	0.0%
Restricted	56,829	-0-	-100.0%
Unrestricted	(58,054)	(10,517)	82.1%
<b>Total Net Assets</b>	<u>\$ 70,087</u>	<u>\$ 60,830</u>	-13.2%

### Comparative Statement of Net Assets Enterprise Funds

The following table represents a condensed Comparative Statement of Net Assets as of June 30, 2008:

	<u>2007</u>	<u>2008</u>	<u>% Change</u>
<b>Assets</b>			
Cash & Investments	\$ 339	\$ -0-	-100.0%
Receivables (Net)	663	1,061	60.0%
Restricted Assets	1,140	1,225	7.5%
Capital Assets, Net of Accumulated Depreciation	638,464	633,736	-0.7%
<b>Total Assets</b>	<u>640,606</u>	<u>636,022</u>	-0.7%
<b>Liabilities and Net Assets</b>			
Bank Overdraft	-0-	1,195	100.0%
Accounts, Salaries, & Other Payables	625	210	-66.4%
Customer Deposits	1,140	1,225	7.5%
<b>Total Liabilities</b>	<u>1,765</u>	<u>2,630</u>	49.0%
<b>Net Assets</b>			
Invested in Capital Assets, Net of Related Debt	638,464	633,736	-0.7%
Unrestricted	377	(344)	-191.2%
<b>Total Net Assets</b>	<u>\$ 638,841</u>	<u>\$ 633,392</u>	-0.9%

See accountant's report.

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## MD&A

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### Comparative Changes in Fund Balances Governmental Funds

The following table reflects the condensed Comparative Statement of Revenues, Expenditures, and Changes in Fund Balances for the year ended June 30, 2008:

	<u>2007</u>	<u>2008</u>	<u>% Change</u>
Total Revenues	\$ 425,962	\$ 409,036	-4.0%
Total Expenditures	(460,705)	(412,277)	-10.5%
Total Transfers In (Out)	<u>(943)</u>	<u>(1,645)</u>	74.4%
Increase (Decrease) in Fund Balances	<u>(35,686)</u>	<u>(4,886)</u>	68.3%
Prior Period Adjustment	(30,021)	(4,406)	85.3%
Beginning Fund Balances	64,482	(1,225)	-101.9%
Ending Fund Balances	<u>\$ (1,225)</u>	<u>\$ (10,517)</u>	-758.5%

### Comparative Changes in Net Assets Enterprise Funds

The following table reflects the condensed Comparative Statement of Revenues, Expenses, and Changes in Net Assets for the year ended June 30, 2008:

	<u>2007</u>	<u>2008</u>	<u>% Change</u>
Operating Revenues	\$ 7,147	\$ 10,790	51.0%
Non-Operating Revenues	8,908	15,185	70.5%
Total Revenues	<u>16,055</u>	<u>25,975</u>	61.8%
Operating Expenses	27,284	33,069	21.2%
Total Expenses	<u>27,284</u>	<u>33,069</u>	21.2%
Total Transfers	<u>943</u>	<u>1,645</u>	74.4%
Increase (Decrease) in Net Assets	(10,286)	(5,449)	47.0%
Beginning Net Assets	649,127	638,841	-1.6%
Ending Net Assets	<u>\$ 638,841</u>	<u>\$ 633,392</u>	-0.9%

See accountant's report.



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## MD&A

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### CAPITAL ASSETS

#### *Capital Assets – Governmental Fund*

At June 30, 2008, the Village had \$111,089 invested in capital assets, including the following:

Capital Assets at Year-End		
	2007	2008
Land	\$ 26,000	\$ 26,000
Building	30,000	30,000
Furniture & Equipment	58,064	58,064
Recreation Facility	30,429	30,429
Vehicles	81,198	81,198
Substation	27,000	27,000
Accumulated Depreciation	(124,550)	(141,602)
<b>Total</b>	<b>\$ 128,141</b>	<b>\$ 111,089</b>

\* Land in the amount of \$26,000 is not being depreciated.

#### *Capital Assets – Enterprise Fund*

At June 30, 2008, the Village had \$633,736 invested in capital assets, including the following:

Capital Assets at Year-End		
	2007	2008
Sewer System	\$ 886,124	\$ 901,309
Accumulated Depreciation	(247,660)	(267,573)
<b>Totals</b>	<b>\$ 638,464</b>	<b>\$ 633,736</b>

### CONTACTING THE VILLAGE'S FINANCIAL MANGEMENT:

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the Village's finances and to show the Village's accountability for the money it receives. If you have questions about this report or need additional information, contact Mayor Tommy O'Con, phone number (318) 472-6121.

See accountant's report.

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**INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES**

The Honorable Tommy O'Con, Mayor  
& Members of the Board  
Robeline, Louisiana

We have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the management of Village of Robeline and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Village of Robeline's compliance with certain laws and regulations during the year ended June 30, 2008 included in the accompanying Louisiana Attestation Questionnaire. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

*Public Bid Law*

1. Select all expenditures made during the year for material and supplies exceeding \$20,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

\*During our review of expenditures, we found no such expenditures.

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

\* Management provided us with the required list including the noted information.

3. Obtain from management a listing of all employees paid during the period under examination.

\* Management provided us with the required list.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

\* None of the employees included on the list of employees provided by management [agreed-upon procedure (3)] appeared on the list provided by management in agreed-upon procedure (2).

#### *Budgeting*

5. Obtained a copy of the legally adopted budget and all amendments.

\* We obtained a copy of the budget and the amended budget.

6. Trace the budget adoption and amendments to the minute book.

\* We traced the budget adoption to the Village's minute book.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues or expenditures exceed budgeted amounts by more than 5%.

\* The Village had an unfavorable revenue variance of \$26,985 or 6.2%, and had a favorable expenditure variance.

#### *Accounting and Reporting*

8. Randomly select 6 disbursements made during the period under examination and:

(a) trace payments to supporting documentation as to proper amount and payee;

\* One out of six disbursements lacked sufficient documentation for the expenditure. We examined supporting documentation for each of the remaining five selected disbursements and found that payment was for the proper amount and made to the correct payee.

(b) determine if payments were properly coded to the correct fund and general ledger account; and

\* All of the payments were properly coded to the correct fund and general ledger account.

(c) determine whether payments received approval from proper authorities.

\* Inspection of documentation supporting each of the six selected disbursements indicated approvals from the Mayor of the Village.

#### *Meetings*

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

\* Discussions with the clerk and our review of the minutes found that the agendas for the meetings were posted.

### *Debt*

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

\* We inspected all bank deposit entries in the books for the period under examination and noted one short term debt loan that was acquired for expenses.

### *Advances and Bonuses*

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advances, or gifts.

\* A reading of the minutes of the Village for the year indicated no approval for the payments noted. We also inspected payroll records for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts.

We were not engaged to, and did not perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we did not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of the Village of Robeline and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

*John R. Vercher PC*

Jena, Louisiana  
November 24, 2008

## **Basic Financial Statements**

**Village of Robeline, Louisiana**  
**Statement of Net Assets**  
**June 30, 2008**

	<b>GOVERNMENTAL ACTIVITIES</b>	<b>PRIMARY GOVERNMENT BUSINESS- TYPE ACTIVITIES</b>	<b>TOTAL</b>
<b>CURRENT ASSETS</b>			
Cash & Cash Equivalents	\$ 548	\$ -0-	\$ 548
Receivables	2,407	1,061	3,468
<b>TOTAL CURRENT ASSETS</b>	<u>2,955</u>	<u>1,061</u>	<u>4,016</u>
<b>NON CURRENT ASSETS</b>			
Restricted Assets	-0-	1,225	1,225
Capital Assets (Net of Accumulated Depreciation)	111,089	633,736	744,825
<b>TOTAL NON CURRENT ASSETS</b>	<u>111,089</u>	<u>634,961</u>	<u>746,050</u>
<b>TOTAL ASSETS</b>	<u>114,044</u>	<u>636,022</u>	<u>750,066</u>
<b>CURRENT LIABILITIES</b>			
Bank Overdraft	-0-	1,195	1,195
Accounts, Salaries, & Other Payables	13,472	210	13,682
Notes Payable Due Within One Year	17,087	-0-	17,087
<b>TOTAL CURRENT LIABILITIES</b>	<u>30,559</u>	<u>1,405</u>	<u>31,964</u>
<b>NON CURRENT LIABILITIES</b>			
Customer Deposits	-0-	1,225	1,225
Notes Payable	22,655	-0-	22,655
<b>TOTAL NON CURRENT LIABILITIES</b>	<u>22,655</u>	<u>1,225</u>	<u>23,880</u>
<b>TOTAL LIABILITIES</b>	<u>53,214</u>	<u>2,630</u>	<u>55,844</u>
<b>NET ASSETS</b>			
Invested in Capital Assets, Net of Related Debt	71,347	633,736	705,083
Unrestricted	(10,517)	(344)	(10,861)
<b>TOTAL NET ASSETS</b>	<u>\$ 60,830</u>	<u>\$ 633,392</u>	<u>\$ 694,222</u>

See accompanying notes and accountant's report.

## Statement B

Village of Robeline, Louisiana  
Statement of Activities  
For the Year Ended June 30, 2008

	PROGRAM REVENUES				NET REVENUES (EXPENSES) & CHANGES OF PRIMARY GOVERNMENT		
	EXPENSES	CHARGES FOR SERVICES	CAPITAL GRANTS & CONTRIBUTIONS		OPERATING GRANTS & CONTRIBUTIONS	NET (EXPENSES) REVENUE	BUSINESS- TYPE ACTIVITIES
			GRANTS & CONTRIBUTIONS	GRANTS & CONTRIBUTIONS			
<b>GOVERNMENTAL ACTIVITIES</b>							
General Government	\$ (394,327)	\$ 13,620	\$ -0-	\$ -0-	\$ -0-	\$ (380,707)	\$ (380,707)
Interest on Long-Term Debt	(7,915)	-0-	-0-	-0-	-0-	(7,915)	(7,915)
<b>TOTAL GOVERNMENTAL ACTIVITIES</b>	<u>(402,242)</u>	<u>13,620</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>(388,622)</u>	<u>(388,622)</u>
<b>BUSINESS-TYPE ACTIVITIES</b>							
Sewer	(33,069)	10,790	15,185	-0-	-0-	(7,094)	(7,094)
<b>TOTAL BUSINESS-TYPE ACTIVITIES</b>	<u>(33,069)</u>	<u>10,790</u>	<u>15,185</u>	<u>-0-</u>	<u>-0-</u>	<u>(7,094)</u>	<u>(7,094)</u>
<b>TOTAL PRIMARY GOVERNMENT</b>	<u>\$ (435,311)</u>	<u>\$ 24,410</u>	<u>\$ 15,185</u>	<u>\$ -0-</u>	<u>\$ -0-</u>	<u>\$ (395,716)</u>	
<b>GENERAL REVENUES</b>							
Taxes						32,300	-0-
Fines & Forfeitures						353,116	-0-
Transfers In/(Out)						(1,645)	1,645
<b>TOTAL GENERAL REVENUES &amp; TRANSFERS</b>						<u>383,771</u>	<u>1,645</u>
<b>CHANGE IN NET ASSETS</b>						(4,851)	(5,449)
<b>PRIOR PERIOD ADJUSTMENT</b>						(4,406)	-0-
<b>NET ASSETS-BEGINNING</b>						70,087	638,841
<b>NET ASSETS-ENDING</b>						<u>\$ 60,830</u>	<u>\$ 633,392</u>

See accompanying notes and accountant's report.

**Village of Robeline, Louisiana**  
**Balance Sheet, Governmental Funds**  
**June 30, 2008**

	<u>GENERAL FUND</u>	<u>LCDBC FUND</u>	<u>TOTAL</u>
<b>ASSETS</b>			
Cash & Cash Equivalents	\$ 468	\$ 80	\$ 548
Receivables	<u>2,407</u>	<u>-0-</u>	<u>2,407</u>
<b>TOTAL ASSETS</b>	<u>2,875</u>	<u>80</u>	<u>2,955</u>
<b>LIABILITIES</b>			
Accounts, Salaries, & Other Payables	<u>13,472</u>	<u>-0-</u>	<u>13,472</u>
<b>TOTAL LIABILITIES</b>	<u>13,472</u>	<u>-0-</u>	<u>13,472</u>
<b>FUND BALANCES</b>			
Unreserved, Reported In:			
General Fund	<u>(10,597)</u>	<u>80</u>	<u>(10,517)</u>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<u>\$ 2,875</u>	<u>\$ 80</u>	<u>\$ 2,955</u>

See accompanying notes and accountant's report.



**Village of Robeline, Louisiana**  
**Reconciliation of The Government Funds Balance Sheet**  
**to the Government-Wide Financial Statement of Net Assets**  
**June 30, 2008**

Amounts reported for governmental activities in the Statement of Net Assets are different because:

Fund Balance, Total Governmental Funds (Statement C)	\$ (10,517)
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.	111,089
Long-term liabilities including bonds payable are not due and payable in the current period and, therefore, are not reported in the governmental funds.	
Other	<u>(39,742)</u>
Net Assets of Governmental Activities (Statement A)	\$ <u>60,830</u>

See accompanying notes and accountant's report.

**Village of Robeline, Louisiana**  
**Statement of Revenues, Expenditures &**  
**Changes in Fund Balances**  
**Governmental Funds**  
**For the Year Ended June 30, 2008**

	<u>GENERAL FUND</u>	<u>LCDBG FUND</u>	<u>TOTAL</u>
<b>REVENUES</b>			
Fees & Charges	\$ 13,620	\$ -0-	\$ 13,620
Taxes	32,300	-0-	32,300
Fines & Forfeitures	353,116	-0-	353,116
<b>TOTAL REVENUES</b>	<u>399,036</u>	<u>-0-</u>	<u>399,036</u>
<b>EXPENDITURES</b>			
Personnel Expense	209,378	-0-	209,378
Police Expense	34,997	-0-	34,997
Annex Expense	1,554	-0-	1,554
Other Administrative	57,320	-0-	57,320
Utilities	26,898	-0-	26,898
Repairs & Maintenance	3,837	-0-	3,837
Professional	8,456	-0-	8,456
Contract Labor	17,177	-0-	17,177
Debt Service	35,428	-0-	35,428
Miscellaneous	17,232	-0-	17,232
<b>TOTAL EXPENDITURES</b>	<u>412,277</u>	<u>-0-</u>	<u>412,277</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER)</b>			
<b>EXPENDITURES</b>	<u>(13,241)</u>	<u>-0-</u>	<u>(13,241)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Loan Proceeds	10,000	-0-	10,000
Transfers In/(Out)	(1,645)	-0-	(1,645)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>8,355</u>	<u>-0-</u>	<u>8,355</u>
<b>NET CHANGE IN FUND BALANCE</b>	(4,886)	-0-	(4,886)
<b>PRIOR PERIOD ADJUSTMENT</b>	(4,406)	-0-	(4,406)
<b>FUND BALANCES - BEGINNING</b>	(1,305)	80	(1,225)
<b>FUND BALANCES - ENDING</b>	<u>\$ (10,597)</u>	<u>\$ 80</u>	<u>\$ (10,517)</u>

See accompanying notes and accountant's report.

**Village of Robeline, Louisiana  
Reconciliation of The Statement of Revenues, Expenditures,  
& Changes in Fund Balances of Governmental Funds  
To the Statement of Activities  
For the Year Ended June 30, 2008**

Amounts reported for governmental activities in the Statement of Activities are different because:

Net Change in Fund Balances, Total governmental Funds, Statement E	\$ (4,886)
--------------------------------------------------------------------	------------

Governmental funds report capital outlays as expenditure. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

-0-

The issuance of short-term and long-term debt (bonds, leases, etc.) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net assets. Also, governmental funds report the effect of issuance costs premiums, discounts, and similar items when debt is issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.

17,087

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. (Depreciation Expense)

(17,052)

Changes in Net Assets of Governmental Activities, statement B	\$ <u>(4,851)</u>
---------------------------------------------------------------	-------------------

See accompanying notes and accountant's report.

**Village of Robeline, Louisiana**  
**Statement of Net Assets, Proprietary Funds**  
**June 30, 2008**

<b>BUSINESS-TYPE ACTIVITIES-ENTERPRISE FUNDS</b>	
<b>(MAJOR ENTERPRISE FUNDS)</b>	
	<b>SEWER FUND</b>
<b>ASSETS</b>	
<b>CURRENT ASSETS</b>	
Receivables	1,061
<b>TOTAL CURRENT ASSETS</b>	<u>1,061</u>
<b>NON-CURRENT ASSETS</b>	
Restricted Assets	1,225
Capital Assets (Net of Accumulated Depreciation)	633,736
<b>TOTAL NON-CURRENT ASSETS</b>	<u>634,961</u>
<b>TOTAL ASSETS</b>	<u>636,022</u>
<b>LIABILITIES</b>	
<b>CURRENT LIABILITIES</b>	
Bank Overdraft	1,195
Accounts, Salaries, & Other Payables	210
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,405</u>
<b>NON CURRENT LIABILITIES</b>	
Customer Deposits	1,225
<b>TOTAL NON CURRENT LIABILITIES</b>	<u>1,225</u>
<b>TOTAL LIABILITIES</b>	<u>2,630</u>
<b>NET ASSETS</b>	
Invested in Capital Assets Net of Related Debt	633,736
Unrestricted	(344)
<b>TOTAL NET ASSETS</b>	<u>\$ 633,392</u>

See accompanying notes and accountant's report.

**Village of Robeline, Louisiana**  
**Statement of Revenues, Expenses & Changes in Net Assets**  
**Proprietary Funds**  
**June 30, 2008**

<b>BUSINESS-TYPE ACTIVITIES-ENTERPRISE FUNDS</b> <b>(MAJOR ENTERPRISE FUNDS)</b>	
	<b>SEWER FUND</b>
<b>OPERATING REVENUES</b>	
Charges for Services:	
Sewer Charges	\$ 10,790
<b>TOTAL OPERATING REVENUES</b>	<u>10,790</u>
<b>OPERATING EXPENSES</b>	
Cost of Sales & Services	10,381
Administration	2,775
Depreciation	19,913
<b>TOTAL OPERATING EXPENSES</b>	<u>33,069</u>
<b>OPERATING INCOME (LOSS)</b>	<u>(22,279)</u>
<b>OTHER FINANCING SOURCES (USES)</b>	
Capital Grants	15,185
Transfers In (Out)	1,645
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>16,830</u>
<b>CHANGE IN NET ASSETS</b>	(5,449)
<b>TOTAL NET ASSETS - BEGINNING</b>	<u>638,841</u>
<b>TOTAL NET ASSETS - ENDING</b>	<u>\$ 633,392</u>

See accompanying notes and accountant's report.

**Village of Robeline, Louisiana**  
**Statement of Cash Flows**  
**Proprietary Funds**  
**June 30, 2008**

<b>BUSINESS-TYPE ACTIVITIES-ENTERPRISE FUNDS</b>	
<b>(MAJOR ENTERPRISE FUNDS)</b>	
	<b>SEWER FUND</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Receipts From Customers & Users	\$ 10,392
Payments to Suppliers & Employees	(12,376)
<b>NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	<u>(1,984)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>	
Transfers From Other Funds	1,645
<b>NET CASH PROVIDED (USED) BY NONCAPITAL FINANCING ACTIVITIES</b>	<u>1,645</u>
<b>CASH FLOWS FROM CAPITAL &amp; RELATED FINANCING ACTIVITIES</b>	
Capital Grant	15,185
Acquisition & Construction of Capital Assets	(15,185)
<b>NET CASH PROVIDED (USED) BY CAPITAL &amp; RELATED FINANCING ACTIVITIES</b>	<u>-0-</u>
<b>NET INCREASE (DECREASE) IN CASH &amp; CASH EQUIVALENTS</b>	(339)
<b>CASH &amp; CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<u>339</u>
<b>CASH &amp; CASH EQUIVALENTS, END OF YEAR</b>	<u>-0-</u>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	
Operating Income (Loss)	(22,279)
Depreciation Expense	19,913
(Increase) Decrease in Accounts Receivable	(398)
Increase (Decrease) in Accounts Payables	(415)
Increase (Decrease) in Bank Overdraft	1,195
<b>TOTAL ADJUSTMENTS</b>	<u>20,295</u>
<b>NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	<u>\$ (1,984)</u>

See accompanying notes and accountant's report.

**Notes To The Basic  
Financial Statements**

## **VILLAGE OF ROBELINE, LOUISIANA**

### **NOTES TO THE BASIC FINANCIAL STATEMENTS**

#### **(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Village of Robeline was incorporated under the provisions of the Lawrason Act. The Village operates under the Mayor-Board of Alderman form of government. The Village provides the following significant services to its residents as provided by its charter: public safety (police and fire), highways and streets, utilities (water, gas and sewer services) and general administrative functions, including coordination of related services with parish, state and federal governing bodies.

The Village applies all GASB pronouncements as well as the Financial Accounting Standards Board pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

The accounting and reporting policies of the Village of Robeline conform to generally accepted accounting principles as applicable to governments. Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:517 and to the guides set forth in the Louisiana Municipal Audit and Accounting Guide, and to the industry audit guide, Audits of State and Local Governmental Units.

The following is a summary of certain significant accounting policies:

#### **A. GOVERNMENT-WIDE & FUND FINANCIAL STATEMENTS**

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meetings the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.



## **VILLAGE OF ROBELINE, LOUISIANA**

### **NOTES TO THE BASIC FINANCIAL STATEMENTS-(CONTINUED)**

#### **B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, & FINANCIAL STATEMENT PRESENTATION**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The municipality reports the following major governmental funds:

The General Fund is the municipality's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The municipality reports the following major proprietary funds:

- Sewer Fund

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The government has elected not to follow subsequent private-sector guidance.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the government's enterprise operations. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

## VILLAGE OF ROBELINE, LOUISIANA

### NOTES TO THE BASIC FINANCIAL STATEMENTS-(CONTINUED)

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues are charges for services and sales taxes. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

#### C. FIXED ASSETS & LONG-TERM LIABILITIES

For the year ended June 30, 2008, no interest costs were capitalized for construction of fixed assets.

Depreciation of all exhaustible fixed assets is charged as an expense against its operations. Accumulated depreciation is reported on the proprietary fund balance sheet and governmental fund statement of activities. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

	<u>Life In Years</u>
Sewer System	40
Park	10
Equipment	5-10
Auto	6

#### D. BUDGETS & BUDGETARY ACCOUNTING

The Village follows these procedures in establishing the budgetary data reflected in these financial statements:

- (1) The Village clerk prepares a proposed budget based on departmental group budget requests, and submits the same to the Mayor and Board of Aldermen for approval.
- (2) The Village does not utilize the budget in comparison form in financial statement presentation during the year.
- (3) All budgetary appropriations lapse at the end of the fiscal year.
- (4) The Village does not utilize encumbrance accounting.
- (5) The budget was amended during the year.

## VILLAGE OF ROBELINE, LOUISIANA

### NOTES TO THE BASIC FINANCIAL STATEMENTS-(CONTINUED)

#### E. CASH & INVESTMENTS

All cash and investments (CD's over 90 days) are reported at cost and are on deposit as following federally insured banks:

It is the Village's policy for deposits to be 100% secured by collateral at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation insurance. The Village's deposits are categorized to give an indication of the level of risk assumed by the Village at fiscal year-end. The categories are described as follows:

- *Category 1* – Insured or collateralized with securities held by the School or by its agent in the Village's name.
- *Category 2* – Collateralized with securities held by the pledging financial institution's trust department or agent in the Village's name.
- *Category 3* – Uncollateralized.

#### F. INVENTORIES

Immaterial amounts of inventory are maintained for general fund and enterprise fund operations and, accordingly, these supplies are expensed as purchased.

#### G. ACCOUNTS RECEIVABLE & BAD DEBTS-GENERAL FUND & ALLOWANCE FOR BAD DEBTS-ENTERPRISE FUND

At June 30, 2008 no reserve for bad debts was required since the estimated uncollectable receivables outstanding were considered immaterial.

	<u>Governmental</u>	<u>Enterprise</u>
	<u>General</u>	<u>Sewer</u>
	<u>Fund</u>	<u>Fund</u>
Sales Tax	\$ 1,844	\$ -0-
Franchise Tax	563	-0-
Customer	-0-	1,061
Allowance for Bad Debts	-0-	-0-
<b>Total</b>	<b>\$ 2,407</b>	<b>\$ 1,061</b>

#### H. COMPENSATED ABSENCES

The Village has no compensated absence policy.

## VILLAGE OF ROBELINE, LOUISIANA

### NOTES TO THE BASIC FINANCIAL STATEMENTS-(CONTINUED)

#### (2) AD VALOREM TAXES

The Village of Robeline levies taxes on real and business personal property located within its boundaries. The Natchitoches Parish Tax Assessor assesses the property values and prepares the Village's property tax roll. The Village bills and collects its own property taxes.

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. All ad valorem tax revenues are recognized in compliance with NCGA Interpretation-3 and GASB Codification Section P70 (Revenue Recognition – Property Taxes) which states that such revenue is recorded when it becomes measurable and available. Available means due or past due and receivable within the current period and collected no longer than 60 days after the close of the current period.

For the year ended June 30, 2008, taxes of 5.94 mills were levied on property with assessed valuations of \$731,990. Total taxes levied were \$4,348 in 2007. Delinquent taxes are collected by the sale of the related property; therefore, no allowances for uncollectible taxes are considered necessary.

#### (3) RESTRICTED ASSETS - PROPRIETARY FUND TYPES

At June 30, 2008, restricted assets of the Enterprise Funds were invested in either interest bearing checking accounts or time deposits and were restricted for the following purposes:

	<u>Sewer</u>
Customer Deposits	\$ 1,225

#### (4) GENERAL FIXED ASSETS

A summary of general fund property, plant and equipment at June 30, 2008, is as follows:

	Balance 6-30-2007	Additions (Deletions)	Balance 6-30-2008
Land	\$ 26,000	\$ -0-	\$ 26,000
Building	30,000	-0-	30,000
Furniture & Equipment	58,064	-0-	58,064
Recreation Facility	30,429	-0-	30,429
Vehicles	81,198	-0-	81,198
Substation	27,000	-0-	27,000
Total Fixed Assets	252,691	-0-	252,691
Accumulated Depreciation	(124,550)	(17,052)	(141,602)
Total Fixed Assets (Net)	\$ 128,141	\$ (17,052)	\$ 111,089

\* Land in the amount of \$26,000 is not being depreciated.

# **VILLAGE OF ROBELINE, LOUISIANA**

## **NOTES TO THE BASIC FINANCIAL STATEMENTS-(CONTINUED)**

### **(5) ENTERPRISE FUND PROPERTY PLANT AND EQUIPMENT**

A summary of enterprise fund property, plant and equipment at June 30, 2008, is as follows:

<u>Sewer System</u>	<u>Balance 6-30-2007</u>	<u>Additions (Deletions)</u>	<u>Balance 6-30-2008</u>
Plant	\$ 886,124	\$ 15,185	\$ 901,309
Accumulated Depreciation	(247,660)	(19,913)	(267,573)
<b>Total Fixed Assets (Net)</b>	<b>\$ 638,464</b>	<b>\$ (4,728)</b>	<b>\$ 633,736</b>

### **(6) LITIGATION**

The Village of Robeline is involved in no litigation at June 30, 2008, which is not covered by the Village's applicable insurance policies or is considered to be significant to the Village's financial statements.

### **(7) CHANGES IN LONG-TERM DEBT**

The following is a summary of lease payable transactions of the Village of Robeline for the year ended June 30, 2008.

	<u>Balance 6-30-2007</u>	<u>Additions</u>	<u>Principle Paid</u>	<u>Balance 6-30-2008</u>
2004 Dodge Durango	\$ 12,550	\$ -0-	\$ 4,784	\$ 7,766
2005 Ford Crown Vic	8,596	-0-	5,849	2,747
Squad Car Equipment	10,464	-0-	5,301	5,163
Annex Building	25,219	-0-	1,153	24,066
<b>Total</b>	<b>\$ 56,829</b>	<b>\$ -0-</b>	<b>\$ 17,087</b>	<b>\$ 39,742</b>

# VILLAGE OF ROBELINE, LOUISIANA

## NOTES TO THE BASIC FINANCIAL STATEMENTS-(CONTINUED)

Leases payable at June 30, 2008 are comprised of the following individual issues:

**Leases Payable**

\$22,000 lease purchase agreement with First Government Lease Company for the purchase of a 2004 Dodge Durango; Due in 60 monthly installments of \$545.41 starting 11/01/04 and ending 10/01/08. Annual interest rate is 16.89%. \$ 7,766

\$19,798 lease purchase agreement with First Government Lease Company for the purchase of a 2005 Ford Crown Victoria; Due in 48 monthly installments of \$573.31 starting 12/15/04 and ending 11/15/08. Annual interest rate is 17.2%. 2,747

\$19,267 lease purchase agreement with First Government Lease Company for the purchase of Squad Car Equipment; Due in 48 monthly installments of \$557.94 starting 05/01/05 and ending 04/01/09. Annual interest rate is 17.2%. 5,163

\$27,000 lease purchase agreement with First Government Lease Company for the purchase of the Annex Building; Due in 144 monthly installments of \$406.87 starting 08/01/05 and ending 07/01/17. Annual interest rate is 15.09%. 24,066

**Total** \$ 39,742

The annual requirements to amortize all debt outstanding as of June 30, 2008, including interest payments, are as follows:

<b>Year Ending June 30,</b>	<b>2004 Dodge Durango</b>	<b>2005 Ford Crown Vic</b>	<b>Squad Car Equipment</b>	<b>Annex Building</b>	<b>Total</b>
2009	6,545	2,867	5,579	4,882	19,873
2010	2,182	-0-	-0-	4,882	7,064
2011	-0-	-0-	-0-	4,882	4,882
2012	-0-	-0-	-0-	4,882	4,882
2013	-0-	-0-	-0-	4,882	4,882
2014-2018	-0-	-0-	-0-	19,939	19,939
<b>Total</b>	<b>\$ 8,727</b>	<b>\$ 2,867</b>	<b>\$ 5,579</b>	<b>\$ 44,349</b>	<b>\$ 61,522</b>

## VILLAGE OF ROBELINE, LOUISIANA

### NOTES TO THE BASIC FINANCIAL STATEMENTS-(CONTINUED)

#### (8) SHORT-TERM DEBT

GASB Statement No. 38 requires details about short-term debt activity during the year, even if no short-term debt is outstanding at year-end. Short-term debt results from borrowings characterized by anticipation notes, use of lines of credit, and similar loans.

- a. A schedule of changes in short-term debt, disclosing beginning and end-of year balances, increases, and decreases is as follows:

<u>Beginning Debt</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Debt</u>
<u>\$ -0-</u>	<u>\$ 10,000</u>	<u>\$ (10,000)</u>	<u>\$ -0-</u>

- b. The purpose for which the short-term debt being issued was for the purpose of buying land.

#### (9) ELECTED OFFICIAL'S SALARIES

<u>Name</u>	<u>Title</u>	<u>Annualized Salary</u>
Tommy O'Con	Mayor	\$ 17,400
Ronnie French	Alderman	3,600
Ann Moran	Alderman	3,600
Randy Bockstanz	Alderman	3,600
Gordon O'Con	Chief of Police	\$ 17,400

#### (10) USE OF ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### (11) RETIREMENT PLANS

The Village does not offer its employees a retirement plan. All employees are in the social security system.

**VILLAGE OF ROBELINE, LOUISIANA**

**NOTES TO THE BASIC FINANCIAL STATEMENTS-(CONTINUED)**

**(12) TRANSFERS**

<b>Transfers From/To Other Funds</b>				
<b>Fund</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Total</b>	
General	\$ -0-	\$ (1,645)	\$	(1,645)
Sewer	1,645	-0-		1,645
<b>Total</b>	<b>\$ 1,645</b>	<b>\$ (1,645)</b>	<b>\$</b>	<b>-0-</b>

The transfers were made for general expenditures.

**(13) PRIOR PERIOD ADJUSTMENT**

A prior period adjustment was made in the amount of \$(4,406) to correct the general fund's cash balance.

**(14) DEFICIT IN GENERAL FUND BALANCE**

The Village had a deficit in their general fund balance in the amount of \$10,597 for the year ending June 30, 2008.



**Required Supplemental  
Information**

**Village of Robeline, Louisiana**  
**Statement of Revenues, Expenditures, & Changes in Fund Balance**  
**Budget & Actual**  
**General Fund**  
**For the Year Ended June 30, 2008**

	<u>BUDGET AMOUNTS</u>		<u>ACTUAL AMOUNTS BUDGETARY BASIS</u>	<u>BUDGET TO ACTUAL DIFFERENCES FAVORABLE (UNFAVORABLE)</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		
<b>REVENUES</b>				
Fees & Charges	\$ 37,282	\$ 43,921	\$ 13,620	\$ (30,301)
Taxes	31,800	28,800	32,300	3,500
Fines & Forfeitures	342,375	354,000	353,116	(884)
Loan Proceeds	-0-	-0-	10,000	10,000
Intergovernmental	8,900	9,300	-0-	(9,300)
<b>TOTAL REVENUES</b>	<u>420,357</u>	<u>436,021</u>	<u>409,036</u>	<u>(26,985)</u>
<b>EXPENDITURES</b>				
Personnel Expense	213,300	273,400	209,378	64,022
Police Expense	37,673	39,169	34,997	4,172
Annex Expense	-0-	-0-	1,554	(1,554)
Other Administrative	5,150	5,050	57,320	(52,270)
Utilities	23,900	26,100	26,898	(798)
Repairs & Maintenance	9,300	8,700	3,837	4,863
Professional	11,784	9,000	8,456	544
Contract Labor	24,450	27,100	17,177	9,923
Debt Service	24,700	21,400	35,428	(14,028)
Capital Outlay	58,000	26,102	-0-	26,102
Miscellaneous	1,000	-0-	17,232	(17,232)
<b>TOTAL EXPENDITURES</b>	<u>\$ 409,257</u>	<u>\$ 436,021</u>	<u>412,277</u>	<u>\$ 23,744</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>			<u>(3,241)</u>	
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers In/(Out)			<u>(1,645)</u>	
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>			<u>(1,645)</u>	
<b>NET CHANGE IN FUND BALANCE</b>			<u>(4,886)</u>	
<b>PRIOR PERIOD ADJUSTMENT</b>			<u>(4,406)</u>	
<b>FUND BALANCES - BEGINNING</b>			<u>(1,305)</u>	
<b>FUND BALANCES - ENDING</b>			<u>\$ (10,597)</u>	

See accountant's report.

## Other Reports

## VILLAGE OF ROBELINE, LOUISIANA

### MANAGEMENT LETTER COMMENTS

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During the course of our audit, we observed conditions and circumstances that may be improved. Below are findings noted for improvement, our recommendation for improvement and the Village's plan for corrective action.

#### CURRENT YEAR MANAGEMENT LETTER COMMENTS

##### **2008-M-1 Budget Variances**

**Finding:** The Village over budgeted its revenues for the fiscal year ended June 30, 2008 by \$26,985 or 6.2%.

**Recommendation:** When revenues or expenditures fail to meet budgeted revenue or expenditures by more than 5%, the budget should be amended.

**Village's Response:** The Village will begin monitoring actual revenue to budgeted revenue and amend the same when there is a variance of 5% or more.

##### **2008-M-2 General Fund Deficit**

**Finding:** The general fund ended the year with a deficit fund balance in the amount of \$(10,597).

**Recommendation:** The Village should create a financial plan to eliminate the deficit by implementing cost cutting procedures and/or increasing revenues.

**Village's Response:** The Village will create a financial plan to eliminate the deficit by implementing cost cutting procedures.

##### **2008-M-3 Documentation of Expenditures**

**Finding:** One out of six expenditures pulled by a random sample lacked adequate documentation.

**Recommendation:** The Village should support all expenditures with documentation describing the items purchased.

**Village's Response:** The Village will begin to support all expenditures with documentation describing the items purchased.

## VILLAGE OF ROBELINE, LOUISIANA

### MANAGEMENT'S SUMMARY OF PRIOR YEAR FINDINGS

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Legislative Auditor  
State of Louisiana  
Baton Rouge, Louisiana 70804-9397

The management of the Village of Robeline, Louisiana has provided the following action summaries relating to audit findings brought to their attention as a result of their financial compilation for the year ended June 30, 2007.

#### **PRIOR YEAR FINDINGS**

##### **2007-M-1 Budget Variances (Unresolved)**

***Finding:*** The Village under budgeted its expenses for the fiscal year ended June 30, 2008 by \$42,540 or 10%.

***Village's Corrective Action:*** The Village failed to monitor actual revenue to budgeted revenue and amend the same when there was a variance of 5% or more.

##### **2007-M-2 General Fund Deficit (Unresolved)**

***Finding:*** The General Fund ended the year with a deficit in the fund balance in the amount of \$(1,305).

***Village's Corrective Action:*** The Village failed to create a financial plan to eliminate the deficit by implementing cost cutting procedures.

## LOUISIANA ATTESTATION QUESTIONNAIRE

### JOHN R. VERCHER PC

*Certified Public Accountant*

P.O. Box 1608

Jena, Louisiana 71342

Tel: (318) 992-6348

Fax: (318) 992-4374

In connection with your review of our financial statements as of June 30, 2008 and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of November 24, 2008.

#### Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office.

Yes ☒ No ☐

#### Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes ☒ No ☐

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes ☒ No ☐

#### Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

Yes ☒ No ☐

#### Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes ☒ No ☐

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes ☒ No ☐

**Meetings**

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes [ ☒ ] No [ ☐ ]

**Debt**

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60.

Yes [ ☒ ] No [ ☐ ]

**Advances and Bonuses**

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes [ ☒ ] No [ ☐ ]

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

*Mayor*